

UNAPPROVED
VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS
FORMAL HEARING
MARCH 24, 2009

The Virginia Board of Funeral Directors and Embalmers convened on March 24, 2009 at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor, Board Room 2, Henrico, Virginia.

BOARD MEMBERS PRESENT: Willard D. Tharp, FSP, President
Randy T. Minter, FSP, Vice-President
Michael J. Leonard, FSP, Secretary-Treasurer
Robert B. Burger, Jr., FSP
Billie Watson Hughes, FSP
Blair Nelsen, FSP

STAFF PRESENT: Lisa R. Hahn, Executive Director
Amy Marschean, Senior Assistant Attorney General, Board Counsel
Rashaun K. Minor, Discipline Operations Manager
Kathy Truesdale, Compliance Case Manager
Missy Currier, Administrative Assistant

PARTIES ON BEHALF OF THE COMMONWEALTH: Peter Opper, Adjudication Specialist
OTHERS PRESENT: Paulette B. Strawbridge, FSP (*on behalf of Mr. Bullock*)
Connie B. Steele, FSP (*on behalf of Mr. Bullock*)
Dwight O. Steele, FSP (*on behalf of Mr. Bullock*)

COURT REPORTER: Lyn Aligood, Capitol Reporting, recorded the hearing.

CALL TO ORDER A panel of the Board was called at 8:30 a.m.

ESTABLISHMENT OF A QUORUM: With six (6) members of the Board present, a quorum was established.

MATTER SCHEDULED: **Keith Jay Bullock, FSP License Number: 0502 900338**
Case Number: 124517

PRELIMINARY MATTERS: Mr. Opper presented a copy of a document from the United States District Court for the Eastern District of Virginia stating the terms of sentencing for Mr. Bullock. The two sided document was copied as a one sided document. The complete copy was inserted into the formal administrative packet; both the Board and Mr. Bullock received the two sided copy.

Mr. Bullock had no objections to the materials distributed to the Board or objections to Commonwealth's Exhibits #1, #2, and #3 submitted as evidence by Mr. Oppen.

DISCUSSION: Mr. Bullock appeared before the Board in accordance with the Notice and Statement of Particulars dated March 13, 2009. Mr. Bullock was not represented by counsel. The Board received sworn testimony regarding the allegations in the Statement of Particulars from Mr. Bullock and other witnesses called to testify.

CLOSED SESSION: Upon a motion by Mr. Leonard, and duly seconded by Mr. Minter, the Board voted to convene a closed meeting pursuant to 2.2-3711.A(28) of the *Code of Virginia*, for the purpose of deliberation to reach a decision in the matter of Mr. Bullock. Additionally, Mr. Leonard moved that Ms. Hahn, Ms. Marschean, Ms. Minor, Ms. Truesdale, and Ms. Currier attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid in the Board in its deliberations.

OPEN SESSION: Having certified that the matters discussed in the preceding closed session met the requirements of 2.2-3712 of the *Code of Virginia*, the Board re-convened open session and announced its decision.

ACTION: Upon a motion by Ms. Hughes, and duly seconded by Mr. Minter, the Board made certain Findings of Fact and Conclusions of Law and voted to terminate the suspension of Mr. Bullock's license and reinstate his license with terms and conditions.

ADJOURNMENT: The Board adjourned at 10:15 a.m.

The decision shall be effective upon the entry by the Board of a written Order stating the findings, conclusions, and decision of this formal hearing panel.

Willard D. Tharp, FSP, President

Lisa R. Hahn, Executive Director

Date

Date